

**Town of Mansfield Parking Steering Committee for Storrs Center
Special Meeting
Wednesday, December 14, 2011
Mansfield Town Hall
Conference Room B**

5:00 PM

Minutes

Members Present: Karla Fox (Chair), Meredith Lindsey (Vice Chair), Paul Aho, Martha Funderburk, Manny Haidous, Matt Hart, Ralph Pemberton, Michael Taylor

Ex-Officio Members Present: Lon Hultgren, Howard Kaufman, and Cynthia van Zelm

1. Call to Order

Chair Karla Fox called the meeting to order at 5:04 pm.

2. Approval of Minutes of November 10, 2011

Martha Funderburk made a motion to approve the minutes of November 10, 2011. Ralph Pemberton seconded the motion. Meredith Lindsey noted that her name in the minutes should be spelled Lindsey with an "e", not an "a"; it is not consistent in the minutes. The motion was approved unanimously with the changes.

3. Remarks from the Chair

Karla Fox said that she had received an e-mail from the Assistant Dean at the UConn School of Fine Arts who expressed concern about individuals living in the Oaks on the Square apartments and parking in the lots adjacent to the School of Fine Arts. Howard Kaufman indicated that the apartments are allotted 1.5 spaces per unit.

4. Recommendation of Parking Management Plan to Mansfield Downtown Partnership Board of Directors and Mansfield Town Council

Ms. van Zelm said the only changes from the Parking Steering Committee meeting in November were the deletion of allowing for an IOU if someone does not have cash or a credit card to pay to leave the garage; and a section on wayfinding signage. Ms. van Zelm noted that she is working with developer LeylandAlliance on a comprehensive signage program for the project.

Ms. van Zelm said that the Partnership Board of Directors next meets on January 5 and if the Committee approves the Parking Management Plan for the Board's discussion, it would be placed on the January 5 agenda.

Mr. Hultgren noted that Town attorney Dennis O'Brien is working on an amendment to the parking fines section of the Town Code to allow for Town-wide parking fines to be enforced through the court system. This amendment would be taken to the Town Council at the same time as the Parking Management Plan but falls outside the purview of the Parking Steering Committee.

Mr. Kaufman said he had shared the draft Parking Management Plan with potential operators who are receptive to participating in enforcement as described in the cooperative agreement in the Plan. If there is a request by a property owner to assist with enforcement, they may need a separate agreement with the property owner. He said that once an operator is on board, there could be additional comments on the Plan.

Mr. Kaufman noted that parking consultant Desman Associates has recommended meters for on-street parking but the development team is initially concurring with the Plan recommendation of timed parking due to private property owner and future tenant concerns. Mr. Kaufman mentioned that Clemson University has a "free" on-street parking system with paid parking in its garage. Mr. Kaufman said his understanding is that technology is more advanced now to provide effective enforcement for time limited parking.

Matt Hart asked how changes to the Plan would be addressed. Mr. Hultgren suggested that significant changes come back to the Committee for review.

Michael Taylor made a motion, in conjunction with the Parking Steering Committee's charge, that the Steering Committee recommends the November 11, 2011 draft Parking Management Plan to the Mansfield Downtown Partnership and the Mansfield Town Council for their review and approval. Manny Haidous seconded the motion. The motion was approved unanimously.

Martha Funderburk will take the lead in reviewing the draft Plan with the University's Chief Operating Officer Barry Feldman and the Attorney General's office.

Mr. Taylor asked about the timing on enforcement. Mr. Hultgren said he believes that once the parking regulations are in effect, that enforcement can begin. The adjacent property owners would be empowered to begin enforcement before the cooperative agreement is signed by everyone.

Mr. Hultgren will follow-up with Town attorney Dennis O'Brien to determine if all signatories need to sign the cooperative agreement before it can take effect. Mr. Hart asked if a minimal number of signatories are needed for the cooperative agreement to take effect. Mr. O'Brien will review this issue to see if this is the case and whether language needs to be added to the draft cooperative agreement. Mr. Hart will also ask Mr. O'Brien to ensure that the language in the draft cooperative agreement protecting the Town is also in the draft regulations.

5. Review of next meeting date

Ms. Fox suggested that the Committee reserve January 10 at 5 pm for its next meeting in case the University or others have major changes to the Plan. Ms. Funderburk noted that she will be unavailable on Tuesdays after January 10.

6. Public Comment

David Freudmann noted that most of the Committee's meetings have been about the cooperative agreement which he believes is just a subset of the Parking Management Plan. He said the Committee's charge is to look at operational costs as part of the Plan. It is important for the Town to know what the operational costs will be especially, if LeylandAlliance is no longer responsible for operations after the initial seven years.

7. Adjourn

The meeting adjourned at 5:55 pm.

Minutes taken by Cynthia van Zelm.